NIH Library

Instructional Services
Presents

Web of Science Basics

http:\\publishorperish.nih.gov

The Web of Science is provided to NIH Staff through a joint collaboration between the NIH Library and the Center for Information Technology.

Overview

The Web of Science consists of two separate databases that can be searched independently or in combination.

- **Science Citation Index Expanded** indexes 5,300 major journals across 164 scientific disciplines from 1980 to the present. The database is updated weekly.

- **Social Sciences Citation Index** indexes 1,700 journals spanning 50 disciplines, as well as covering individually selected, relevant items from over 3,300 of the world's leading scientific and technical journals. The time period currently extends from 1980-1999. The database is updated weekly.

The Web of Science also offers the unique ability to perform **cited reference searching** by locating papers that cite a specific earlier paper.

Access

Use any networked computer with a Web browser.
> Connect at the WWW address http://publishorperish.nih.gov
> or
> connect through the NIH Library Home Page at http://nihlibrary.nih.gov
>> choose the Electronic Resources option; then choose Database Access.

Getting Started

Select a search mode. The Web of Science offers two search modes:
- Full Search
    We recommend Full Search because it provides more flexibility for precision searching.
- Easy Search.

Full Search Screen

1. Select the database you want to search. If you do not select a database, both databases will be searched simultaneously.
2. You can limit your search to a certain timeframe, or to a particular year. The default is to search all years.
3. To search on a topic, an author, a journal or an author's address, click on the General Search button. For a search by a cited author or cited article, click Cited Reference Search.

General Searching

In General Search, you can perform a traditional search for any combination of topics, authors, source (journal) titles, or author addresses. The system is **not case sensitive.**

Topic searching:
1. Enter your search term in the TOPIC box.
2. After entering search terms, click on the SEARCH button at the top or bottom of the screen.

Search Hints
- You can type in one word or combine words with the operators, AND, OR, NOT –
  ex: schizophrenia **and** brain receptors.
- You may type in phrases – ex: cellular apoptosis
- To find a root word and any letters occurring after a root word use an asterisk –
  ex: embryo***** finds embryos, embryonic, etc…
- You may search on several fields at once, such as AUTHOR and TOPIC.
- If your keyword does not find relevant papers, try using synonymous terms or
  alternate ways of expressing the same topic. Combine them with an "or".
  ex: testicular and (cancer or neoplasm* or tumor* or carcinom* or malignan*)

Author Searching
1. Enter the authors name in the AUTHOR box in one the following ways:
   smith j* - if you do not know the middle initial
   smith jr - if you know the middle initial
   wieschaus – if the last name is distinctive enough to be found without initials
2. After entering in search terms, click on the SEARCH button at the top or bottom of the
   screen.

Search Hints
- to look for joint authors use "and" between their names

- Some authors use a first initial only, and others use all initials. The only way to find all variations is to always search using the asterisk (*). If you do not know the middle initials, always truncate.

Journal Searching
1. Enter the journal title in the SOURCE TITLE box.
2. After entering in search terms, click on the SEARCH button at the top or bottom of the screen.

Search Hints
- Use either full titles ex: developmental biology or abbreviated titles ex: proceedings of the national acad*
- You can also click on the underlined link that says list to choose from an alphabetical listing of full journal titles covered in Web of Science. You can 'copy' and 'paste' titles from this list to the SOURCE TITLE box on the General Search Screen.
  Note: You must enter the full complete title from the beginning or use truncation. You can not enter just individual words from the title.

Display
Once a General or Cited Reference Search has been completed, a summary of retrieved articles will be displayed. The underlined titles are links to full bibliographic records.

Full Record
To view the Full Record of a selected article, click the underlined title.
- Click on the **Cited References** link to view a paper's entire list of references.
- Click on **Related Records** to display other articles that share one or more of the same references cited by the record currently being viewed.

Click here to see other references related to this one

Click here to see references cited by this paper

Cited Reference Searching

Cited Reference or citation searching lets you locate papers that cite an earlier paper.

1. To perform a cited reference search, click the CITED REF SEARCH button on the Full Search screen.
2. On the Cited Reference Search screen, enter the name of the cited author and/or the abbreviated name of the cited journal or book. To further refine your search you can also enter the year the cited paper was published or the name of the journal the paper was published in.

Cited Reference Search Screen notes:
- **The number in the 'Hits' column** indicates how many articles in the database cite each reference. Since the database coverage is from 1980 forward, the number of hits for any cited work published prior to 1980 does not include those articles citing the work before 1980.
- **The cited article may be cited in several both correctly and incorrectly**. Look for variations in the year of publication, volume number and journal abbreviation to be sure you have located all instances of a citation.
- **The underlined articles** in the display of cited references are links to papers appearing in journals covered by Web of Science. Articles not underlined are papers published before 1980, published in journals not covered, are erroneous citations or are variant titles.

3. Click on the LOOKUP button to see a list of the cited papers for your search request. A summary list of citing papers will be displayed that includes links to the complete record.

4. If the display lists multiple cited papers, select entries that match the original paper, or click on SELECT ALL. To see who cites the paper(s), click on the SEARCH button.

When Viewing Results

Create a list of selected records

- To select individual records, click in the box at the left of the title and click on SUBMIT. To select all records on the display screen, click on MARK ALL and then click on SUBMIT.   This creates a MARKED LIST or collection of selected records that can be printed, saved to a file or exported.
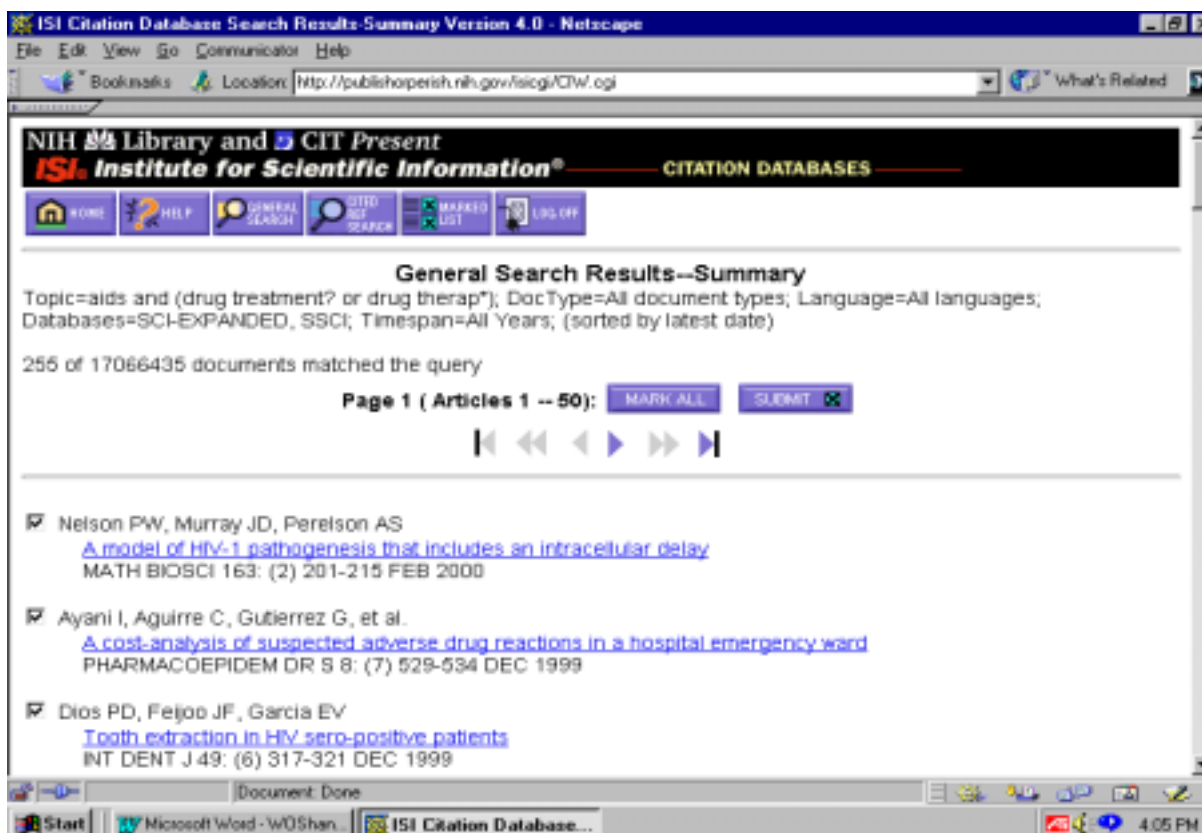

- You can select records from the Full Records or the Summary Records Screens.
- To see the selected records, click on the MARKED LIST button – this shows your marked records in short format.   To display additional fields (ex: abstract) - add fields from the check boxes at the bottom of the Marked List screen. Click on the **Format for Print** button to display the records with added fields.

Sort Records

- Use the check boxes at the bottom of the screen to specify sort order.
- You can sort by: latest date (the default), first author, source title, times cited (this option only works for records in a Marked List)

Print Records

- Click the Print button on your browser, or choose the 'Print' in File. The printout will show the page just as it is displayed on screen.

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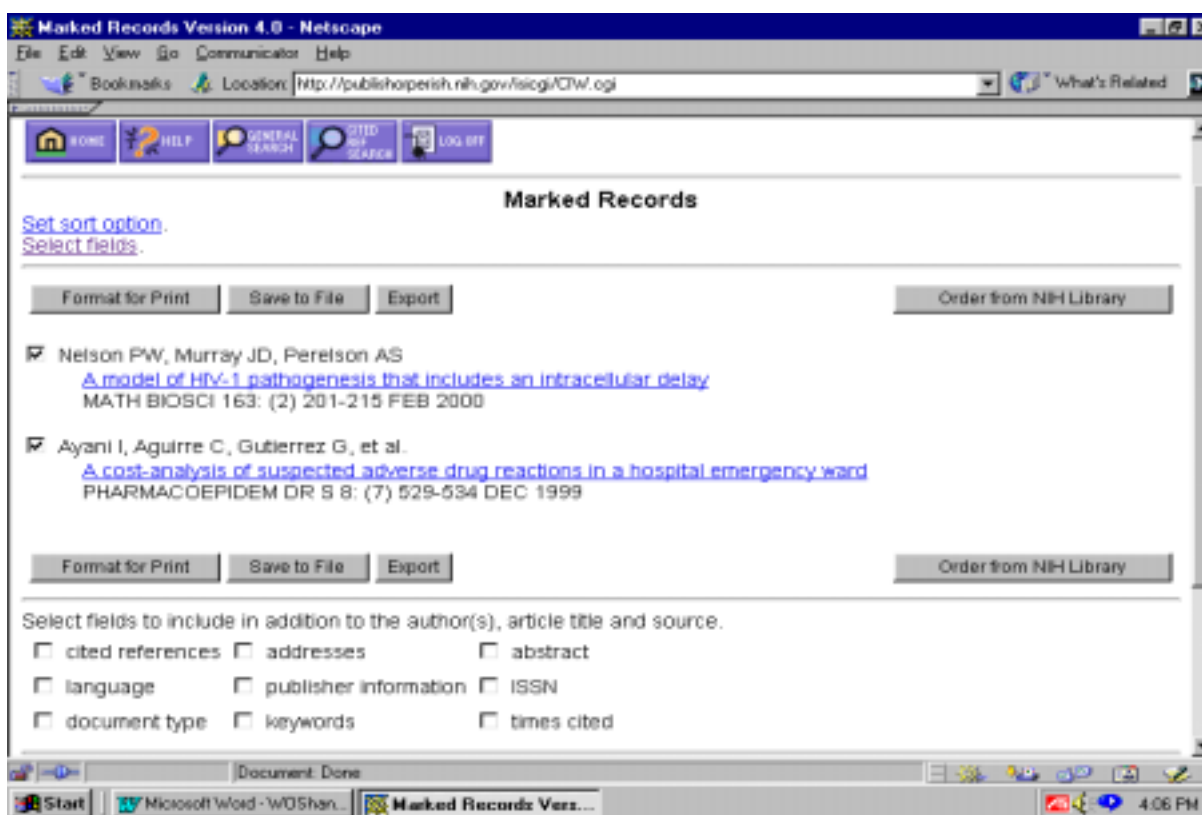
Download or Save or Export Results
- Create a Marked List and select any extra fields to be saved.
- Click on the Save to File button.

    End Note users: save the file of selected records to your hard drive. To import the records into EndNote, download the Web of Science citations filter from the EndNote web site www.endnote.com. There is a filter available for EndNote Mac and Windows users.
    Reference Manager/ProCite Users: Export your records directly into Reference Manager or ProCite by clicking on the Export button. (First: Download the Web Capture Utility available in Web of Science. See 'Printing and Exporting Your Results' in Help for more information.)

To Order Documents
- Click the box to the right of a record to select it. Click on SUBMIT. Click on the MARKED LIST button. The documents you selected will appear in a new list. Click on the 'Order from NIH Library' button. Complete the Web of Science document request form and click on the Send Order button. (Limit 10 requests/day ALL sources)

To Save a Search
- Select the Save Query button on the Search Screen to save your strategy while searching
- To run a saved search, click the RUN SAVED QUERY button on the Full Search screen, instead of GENERAL SEARCH or CITED REF SEARCH.

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